



The Navajo Nation, Division of Economic Development Industrial Development Procedures

The Navajo Nation's (NN) Industrial Development Unit (IDU), within the Project Development Department (PDD), which manages the Nation's seven industrial sites. The (NN) has withdrawn land that already has the necessary clearances in order to allow tenants to quickly locate businesses on the sites. The following steps outline the leasing process for these sites.

- 1) Applicant meets with IDU.**
- 2) Applicant delivers lease proposal and supporting documents to IDU, which include:**
 - a) corporation documents (if the business is incorporated)
 - b) preferred site
 - c) site plan
 - d) proposed leasehold improvements
 - e) desired length of lease
- 3) IDU reviews application, supporting documents, and initiates draft lease agreement if acceptable. IDU presents package to BIA Real Property Management.**
- 4) IDU prepares Economic Development Committee (EDC) or other Committee resolution, obtains naming approvals, and EDC approval by resolutions.**
- 5) IDU obtains finalized lease agreement and acceptance of agreement by lessee. IDU forwards lease to BIA Area Director for signature and distribution.**
- 6) Applicant begins business operation and complies with lease contract.**

Other industrial land-development options exist. They require completion of the land withdrawal process, which will change the designated use of the land from farming or grazing use to business-purpose use. For further information regarding land withdrawals, contact:

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